



# **Departmental Quarterly Performance Report**

**Department Name: Housing Finance Authority**

**Reporting Period:**

**6/30/05**

**June 30, 2005**

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# Departmental Quarterly Performance Report

Department Name: HOUSING FINANCE AUTHORITY

Reporting Period: June 30, 2005

County Mgr. Priority (Circle One): <i>People Service Technology Fiscal Responsibility</i> AT THE END OF THE THIRD QUARTER OF THIS FISCAL YEAR, HFA LENDERS ARE PROCESSING 73 LOANS FOR A TOTAL OF \$9.235 MILLION. ELEVEN (13) OF THOSE LOANS INCLUDE HOME FUNDS. THIS SINGLE FAMILY HOMEOWNERSHIP PROGRAM BEGAN ON NOVEMBER 1, 2004 WITH AN INITIAL FUNDING OF \$10 MILLION IN BOND PROCEEDS AND ENDS SEPTEMBER 30, 2005.	<input type="checkbox"/> Strategic Plan <input checked="" type="checkbox"/> Business Plan <input type="checkbox"/> Budgeted Priorities <input type="checkbox"/> Customer Service <input type="checkbox"/> ECC Project <input type="checkbox"/> Workforce Dev. <input type="checkbox"/> Audit Response <input type="checkbox"/> Other _____ (Describe)
County Mgr. Priority (Circle One): <i>People Service Technology Fiscal Responsibility</i> THE AUTHORITY ISSUES MULTIFAMILY BONDS TO PROVIDE TAX CREDIT FINANCING FOR CONSTRUCTION OR REHABILITATION OF RENTAL UNITS INSURING PROPORTIONATE OCCUPANCY BY LOW- AND MODERATE-INCOME FAMILIES AND INDIVIDUALS. CURRENTLY THE AUTHORITY HAS A FISCAL YEAR 2006 BOND FINANCING APPLICATION AVAILABLE FOR RENTAL DEVELOPMENTS.	<input type="checkbox"/> Strategic Plan <input checked="" type="checkbox"/> Business Plan <input type="checkbox"/> Budgeted Priorities <input type="checkbox"/> Customer Service <input type="checkbox"/> ECC Project <input type="checkbox"/> Workforce Dev. <input type="checkbox"/> Audit Response <input type="checkbox"/> Other _____ (Describe)
County Mgr. Priority (Circle One): <i>People Service Technology Fiscal Responsibility</i> THE AUTHORITY PROVIDES FOUR (5) HOMEBUYER EDUCATION WORKSHOPS IN NORTHWEST DADE AT THE CAA, IN LITTLE HAVANA AT ACCION, AND IN SOUTHDADE AT MARTIN MEMORIAL AFRICAN METHODIST CHURCH AND LISC AT THE GREATER ISRAEL BETHEL CHURCH. THE AUTHORITY ALSO PROVIDED A BUYERS WORKSHOP TO CREOLE SPEAKERS. WORKSHOPS ARE TAUGHT ON WEEKNIGHTS AND WEEKENDS.	<input type="checkbox"/> Strategic Plan <input checked="" type="checkbox"/> Business Plan <input type="checkbox"/> Budgeted Priorities <input type="checkbox"/> Customer Service <input type="checkbox"/> ECC Project <input type="checkbox"/> Workforce Dev. <input type="checkbox"/> Audit Response <input type="checkbox"/> Other _____ (Describe)
County Mgr. Priority (Circle One): <i>People Service Technology Fiscal Responsibility</i> THE AUTHORITY CONTINUES TO DEVELOP THE ANTI-PREDATORY LENDING INITIATIVE WITH LOCAL AGENCIES AND THE COUNTY COMMISSION OFFICE. THIS IS AN ONGOING PROGRAM. DURING THE THIRD QUARTER, THE AUTHORITY WORKED ON 9 CASES OF WHICH 3 WERE RESOLVED THROUGH MORTGAGE FINANCING, 4 ARE CURRENTLY BEING PROCESSED THROUGH THE COURT SYSTEM, AND 2 ARE CURRENTLY BEING REVIEWED FOR FURTHER ACTION.	<input type="checkbox"/> Strategic Plan <input checked="" type="checkbox"/> Business Plan <input type="checkbox"/> Budgeted Priorities <input type="checkbox"/> Customer Service <input type="checkbox"/> Workforce Dev. <input type="checkbox"/> ECC Project <input type="checkbox"/> Audit Response <input type="checkbox"/> Other _____ (Describe)

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Department Name: HOUSING FINANCE AUTHORITY

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<p>County Mgr. Priority (Circle One): <i>People</i> <i>Service</i> <i>Technology</i> <i>Fiscal Responsibility</i></p> <p>THE AUTHORITY DEVELOPED ANOTHER HOMEOWNERSHIP OPPORTUNITY TO PROVIDE ASSISTANCE WITH DOWNPAYMENT AND CLOSING COSTS THROUGH THE INDIVIDUAL DEVELOPMENT ACCOUNT (IDA) PROGRAM. CURRENTLY THERE ARE 78 ACTIVE ACCOUNTS AND SINCE INCEPTION, 79 FAMILIES HAVE PURCHASED HOMES USING FUNDS FROM THEIR IDA ACCOUNT WITH MATCHING FUNDS.</p>	<p><input type="checkbox"/> <i>Strategic Plan</i></p> <p><input checked="" type="checkbox"/> <i>Business Plan</i></p> <p><input type="checkbox"/> <i>Budgeted Priorities</i></p> <p><input type="checkbox"/> <i>Customer Service</i></p> <p><input type="checkbox"/> <i>Workforce Dev.</i></p> <p><input type="checkbox"/> <i>ECC Project</i></p> <p><input type="checkbox"/> <i>Audit Response</i></p> <p><input type="checkbox"/> <i>Other</i> _____</p> <p>(Describe)</p>
<p>County Mgr. Priority (Circle One): <i>People</i> <i>Service</i> <i>Technology</i> <i>Fiscal Responsibility</i></p> <p>THE AUTHORITY PERFORMED 20 AUDITS OF MUTLIFAMILY DEVELOPMENTS TO ENSURE COMPLIANCE WITH BOND DOCUMENTS.</p>	<p><input type="checkbox"/> <i>Strategic Plan</i></p> <p><input checked="" type="checkbox"/> <i>Business Plan</i></p> <p><input type="checkbox"/> <i>Budgeted Priorities</i></p> <p><input type="checkbox"/> <i>Customer Service</i></p> <p><input type="checkbox"/> <i>Workforce Dev.</i></p> <p><input type="checkbox"/> <i>ECC Project</i></p> <p><input type="checkbox"/> <i>Audit Response</i></p> <p><input type="checkbox"/> <i>Other</i> _____</p> <p>(Describe)</p>

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Department Name: HOUSING FINANCE AUTHORITY

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<p>County Mgr. Priority (Circle One): <i>People</i> <i>Service</i> <i>Technology</i> <i>Fiscal Responsibility</i></p> <p>UNDER THE HOME 2004 ALLOCATION, 1 LOANS CLOSED FOR A TOTAL OF \$67,700 DURING THE QUARTER. THE AUTHORITY WAS ALSO GRANTED \$1 MILLION IN HOME FUNDS UNDER THE 2005 FUNDING CYCLE. AS OF JUNE 30, 2005, 13 LOANS HAVE BEEN PROCESSED USING HOME FUNDS.</p>	<p><input type="checkbox"/> Strategic Plan</p> <p><input checked="" type="checkbox"/> Business Plan</p> <p><input type="checkbox"/> Budgeted Priorities</p> <p><input type="checkbox"/> Customer Service</p> <p><input type="checkbox"/> Workforce Dev.</p> <p><input type="checkbox"/> ECC Project</p> <p><input type="checkbox"/> Audit Response</p> <p><input type="checkbox"/> Other _____</p> <p>(Describe)</p>
<p>County Mgr. Priority (Circle One): <i>People</i> <i>Service</i> <i>Technology</i> <i>Fiscal Responsibility</i></p> <p>THE AUTHORITY IS CURRENTLY REVIEWING 3 NEW PROJECTS FOR THE AMERICAN COMMUNITY FUND LOAN PILOT PROGRAM. THE 3 PROGRAMS ARE CAPITAL LOFTS IN DOWNTOWN MIAMI; RICHMOND HEIGHTS CDC FOR REHAB OF SINGLE FAMILY HOMES; URBAN EMPOWERMENT CORP FOR NEW CONSTRUCTION IN COCONUT GROVE. THE AUTHORITY WILL BE AN EQUITY PARTNER IN THESE PROJECTS.</p>	<p><input type="checkbox"/> Strategic Plan</p> <p><input checked="" type="checkbox"/> Business Plan</p> <p><input type="checkbox"/> Budgeted Priorities</p> <p><input type="checkbox"/> Customer Service</p> <p><input type="checkbox"/> Workforce Dev.</p> <p><input type="checkbox"/> ECC Project</p> <p><input type="checkbox"/> Audit Response</p> <p><input type="checkbox"/> Other _____</p> <p>(Describe)</p>
<p>County Mgr. Priority (Circle One): <i>People</i> <i>Service</i> <i>Technology</i> <i>Fiscal Responsibility</i></p> <p>THE AUTHORITY PROVIDED A FULL-TIME AO3 POSITION TO THE 311 ANSWER CENTER DURING THE THIRD QUARTER TO PROVIDE SUPPORT FOR SINGLE FAMILY PROGRAMS, ANTI-PREDATORY LENDING, AND HOMEBUYER EDUCATION CLASSES.</p>	<p><input type="checkbox"/> Strategic Plan</p> <p><input checked="" type="checkbox"/> Business Plan</p> <p><input type="checkbox"/> Budgeted Priorities</p> <p><input type="checkbox"/> Customer Service</p> <p><input type="checkbox"/> Workforce Dev.</p> <p><input type="checkbox"/> ECC Project</p> <p><input type="checkbox"/> Audit Response</p> <p><input type="checkbox"/> Other _____</p> <p>(Describe)</p>

**Departmental Quarterly Performance Report**  
**Department Name: HOUSING FINANCE AUTHORITY**  
**Reporting Period: June 30, 2005**

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**PERSONNEL SUMMARY**

***A. Filled/Vacancy Report***

NUMBER OF FULL-TIME POSITIONS*	Filled as of September 30 of Prior Year	Current Year Budget	Actual Number of Filled and Vacant positions at the end of each quarter							
			Quarter 1		Quarter 2		Quarter 3		Quarter 4	
			Filled	Vacant	Filled	Vacant	Filled	Vacant	Filled	Vacant
	10	10	10	0	10	0	9	0		

\* Public Safety Departments should report the sworn versus non-sworn personnel separately and Departments with significant part-time, temporary or seasonal help should report these separately.

**Notes:**

***B. Key Vacancies***

None

***C. Turnover Issues***

None

***D. Skill/Hiring Issues***

None

***E. Part-time, Temporary and Seasonal Personnel***

***(Including the number of temporaries long-term with the Department)***

None

***F. Other Issues***

The reduction in the total number of employees within the department resulted from the Authority providing one full-time AO 3 position to the 311 Answer Center to provide support for the single family homeownership program, the anti-predatory lending program and homebuyer education courses.

**Departmental Quarterly Performance Report**  
**Department Name: HOUSING FINANCE AUTHORITY**  
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**FINANCIAL SUMMARY**

(All Dollars in Thousands)

	PRIOR YEAR  Actual	Total Annual Budget	CURRENT FISCAL YEAR					
			Quarter		Year-to-date			
			Budget	Actual	Budget	Actual	\$ Variance	% of Annual Budget
<b>Revenues</b>								
Multifamily	1,131	1,050	262	260	786	767	19	73
Singlefamily	80	215	54	52	162	87	75	41
Interest	1,325	498	125	244	375	1631	-1256	-328
Grant	156	0	0	26	0	119	-119	0
Misc.	38	215	54	5	162	6	156	3
Cash Carryover	0	175	44	44	132	132	0	76
<b>Total</b>	<b>2,730</b>	<b>2,153</b>	<b>539</b>	<b>631</b>	<b>1617</b>	<b>2742</b>	<b>-1125</b>	<b>-128</b>
<b>Expense*</b>								
Personnel	962	1,004	251	251	753	747	6	75
Operating	1,769	1,126	282	157	846	957	-111	-85
Capital	0	23	6	0	18	0	18	0
<b>Total</b>	<b>2,731</b>	<b>2,153</b>	<b>539</b>	<b>408</b>	<b>1617</b>	<b>1704</b>	<b>-87</b>	<b>-80</b>

\* Expenditures may be reported by activity as contained in your budget or may be reported by category (personnel, operating and capital).

**Equity in pooled cash (for proprietary funds only)**

Fund/ Subfund	Prior Year	Projected at Year-end as of			
		Quarter 1	Quarter 2	Quarter 3	Quarter 4
170/040	942,250	857,691	780,631	803,068	
<b>Total</b>	<b>942,250</b>	<b>857,691</b>	<b>780,631</b>	<b>803,068</b>	

**Comments:**

(Explain variances, discuss significant in-kind services, provide status of aged receivables at 30-60-90-+ days and those scheduled for write-off, if applicable)

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***STATEMENT OF PROJECTION AND OUTLOOK***

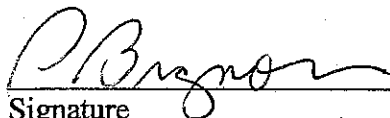
**The Department projects to be within authorized budgeted expenditures and projects that available revenues will exceed expenses except as noted below:**

Notes and Issues:

(Summarize any concern or exception which will prohibit the Department from being within authorized budgeted expenditures and available revenues)

**DEPARTMENT DIRECTOR REVIEW**

The Department Director has reviewed this report in its entirety and agrees with all information presented including the statement of projection and outlook.



Signature  
Department Director

Date 7-30-05